

Southgate Ruth Hargrave Memorial Library Board
Minutes of Library Board

September 16, 2021
6:00 PM
Electronic Participation

Members Present: Muriel Scott
Joan John
Councillor Martin Shipston
Councillor Barbara Dobreen
Renelle Harripaul

Members Absent: Charles Fernandes
Catherine Faulds

Staff Present: Lacy Russell, Librarian C.E.O

1. Call to Order (6:00 PM)

In the absence of the Chair and Vice Chair, the meeting was called to order by the Librarian/CEO at 6:10 p.m.

The CEO called for volunteers to serve as Chair. Muriel nominated Martin Shipston as Chair. Second by Barbara Dobreen

Martin Shipston assumed the chair.

2. Approval of the Agenda (6:00 - 6:02 PM)

Moved By Muriel Scott

Seconded By Renelle Harripaul

Be it resolved that the Board confirm the agenda as amended.

Carried

3. Declaration of Pecuniary Interest (6:02 - 6:03 PM)

None declared.

4. Adoption of Minutes (6:03 - 6:05 PM)

4.1 Minutes from the July 15, 2021 Library Board Meeting and the September 1, 2021 Special Library Board Meeting

Moved By Renelle Harripaul

Seconded By Muriel Scott

Be it resolved that the Board approve the minutes from the July 15, 2021 Library Board and the September 1, 2021 Special Library Board meeting as amended.

Carried

5. Business Arising from the Minutes (6:05 - 6:35 PM)

5.1 COVID-19 Impact on Library Services Update

Librarian/CEO provided an update. Members asked questions and staff provided responses. Libraries are not affected by the provincial Vaccination Passport mandate at the present time.

The Township is implementing a Vaccination Policy which will come back for approval at the first meeting on the October 6th Council meeting.

The new hours have been well received with more patrons visiting the library in person.

5.2 Library Assistant Digital Services Update

Council approved the creation of the Library Assistant Digital Services position and the job description will be forwarded to the Job Evaluation Committee and the position considered during budget deliberations.

6. New Business (6:35 - 6:55 PM)

7. Finance Report (7:05 - 7:15 PM)

7.1 August 2021 Finance Report

Received and discussed.

7.2 2020 Audited Financial Statements

8. C.E.O Report (7:20 - 7:35 PM)

Received and discussed.

9. Friends of the Library Update (7:00 - 7:05 PM)

Martin Shipston provided a brief verbal update.

10. Correspondence (6:55 - 7:00 PM)

10.1 Ontario Library Service Re. Proof of Vaccination

Received.

11. News from Council (7:15 - 7:20 PM)

Links to July and August 2021 Council minutes and/or highlights, and a verbal update of the September 15th Council meeting was provided.

12. Extra Time Allotment (7:35 - 7:50 PM)

The Library will be creating their own orange shirts for staff using the imagination stations and will be displaying indigenous authors and history.

13. Date of Next Meeting

13.1 Request of Meeting Date Change

Moved By Muriel Scott

Seconded By Renelle Harripaul

Be it resolved that the board approve the change of meeting date from October, 21 2021 to October 28, 2021 at 6:00 p.m.

Carried

14. Adjournment

Moved By Joan John

Seconded By Renelle Harripaul

Be it resolved that the Board adjourn the meeting at 7:05pm.

Carried

Chair

Lacy Russell, Librarian CEO